

**El Monte Union High School District Categorical Programs**  
**District English Learner Advisory Committee (DELAC)**  
**November 19, 2020 (Google Meet)**  
**Minutes**

**DELAC Members present:**

María Tello – DELAC Representative (EMHS)  
Jose Velasquez – DELAC Representative (EMHS)  
Veronica Martinez – DELAC Representative (MVHS)  
Ia Mejia – DELAC Representative (MVHS)  
Xia Ling Cao – DELAC Representative (RHS)  
Rossana Alvidrez – Coordinator, EL Program (district)

Elodia Mendoza – DELAC Representative (RHS)  
Nancy Quintanilla – DELAC Representative (RHS)  
Gisela Molina – DELAC Representative (SEMHS)  
Erica Mondragon – DELAC Representative (SEMHS)  
Eva Valle – DELAC Representative (SEMHS)

**DELAC Members absent:**

Rosa Montoya – DELAC Representative (AHS)  
Elvira Sanford – DELAC Representative (AHS)

Eva del Carmen Martinez – DELAC Representative (MVHS)

**Guests Present:**

Edith Echeverria – Director, Assessment, Accountability & Family Engagement (AAFE) Department  
Ana Ieng – EL TOSA (RHS)

1. Sign-in and Welcome

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, called the virtual meeting to order at 5:05 p.m. with ten (10) members present.

2. Mrs. **Erica Mondragon (SEMHS)**, DELAC president, share information from the PowerPoint on Robert's Rules of Order and then provided a brief training on the handout "How to Make a Motion" for approving the agenda and the previous meeting minutes.

3. Approval of the Agenda

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members to review the agenda.

**Motion:** Mr. **Jose Velasquez (EMHS)** moved to approve the agenda.

**Second:** Mrs. **Nancy Quintanilla (RHS)** seconded the motion.

**Vote:** 10 in favor, 0 against, 0 abstentions (10 members present)

4. Approval of the Minutes

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members to review the minutes from the August 25, 2020 meeting.

**Motion:** Mrs. **Jose Velasquez (EMHS)** moved to approve the minutes for August 25, 2020.

**Second:** Mrs. **Nancy Quintanilla (RHS)** seconded the motion.

**Vote:** 5 in favor, 0 against, 5 abstentions (10 members present)

5. Compliance Item: DELAC Training

Mr. **Jose Velasquez (EMHS)**, DELAC vice-president, provided a brief training on the DELAC Committee Norms and the DELAC legal responsibilities. He asked members to refer to the Committee Norms handout in the meeting packet and the legal requirements chart on back side of the agenda. Members had the opportunity to ask questions or make recommendations. There were no questions or recommendations.

6. Compliance Item: Parent Involvement Policy

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, reviewed the parent involvement policy included in the meeting packet, highlighting the six key strategies for Title I schools. Committee members had the opportunity to ask questions about the strategies and also share about activities at their school sites that were examples of the parent involvement strategies. There were no recommendations for revisions to the policy.

7. Compliance Item: Development of the District Master Plan for ELs

Ms. Alvidrez reviewed the 4 principles of the EL Roadmap, highlighting the key ideas for each principle. DELAC members had a copy of the palm card to use during the presentation. Mr. Jose Velasquez (EMHS) emphasized the importance of providing English learners with support they need to be successful. He expressed gratitude to the district for this focus on English learners. Mrs. Nancy Quintanilla (RHS) shared a concern about student engagement during distance learning and recommended that teachers require that students turn on the video during the Google classroom session. Ms. Alvidrez clarified that teachers cannot require that students turn on their video but that teachers are using other strategies to ensure student engagement, including question prompts that student must answer in the chat, or calling on students to share responses.

Ms. Alvidrez shared that a parent workshop on the EL Roadmap will be planned for the Spring semester.

8. ELAC Reports

The DELAC representatives from the school sites shared that the ELAC committee received training on the ELAC legal responsibilities during the first ELAC meeting.

9. Announcements

Mr. **Jose Velasquez (EMHS)**, DELAC vice-president, shared the following information:

- Virtual Parent Involvement Academy will be held on Saturday, March 6, 2021. Registration is required.
- 2020-2021 Meeting Schedule brochure was included in the meeting packet.
- 3<sup>rd</sup> Annual Posada will be held on Friday, December 4, 2020. Registration is required.
- Winter Break will be from Friday, December 18, 2020 through Friday, January 1, 2021.
- Next DELAC meeting will be held on Thursday, December 17, 2020.

10. Evaluation

Mr. **Jose Velasquez (EMHS)**, DELAC vice-president, informed the members that Ms. Alvidrez will email a Google form to each of the member so that they can complete the meeting evaluation online. Members will still have the option to complete the evaluation on the form provided in the packet and then mail it in to the district office.

11. DELAC Report

Mr. **Jose Velasquez (EMHS)**, DELAC vice-president, informed the members that they were provided a form in the meeting packet where they can write out a summary report to share with their ELAC at the next meeting.

12. Adjournment

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked for a motion to adjourn the meeting.

**Motion:** Mrs. **Nancy Quintanilla (RHS)** moved to adjourn the meeting at 6:59 pm.

**Second:** Mrs. **Ia Mejia (MVHS)** seconded the motion.

**Vote:** 10 in favor, 0 against, 0 abstentions (10 members present)